



Pre-application Technical Assistance Meeting RFA-ES-09-001

February 3, 2009

1:00-3:00 PM

NIEHS/NIOSH





Meeting agenda

- 1:00-1:05 PM Introduction
- 1:05-1:20 PM Program staff presentation
- 1:20-1:25 PM Review staff presentation
- 1:25-1:30 PM Grants management staff presentation
- 1:30-3:00 PM Question & answer session



Housekeeping items

- During the meeting:
 - Participant phone lines have been muted
 - Web: submit questions in real-time via the “chat” function
 - Phone only: send questions via email to PEPH@niehs.nih.gov
 - All questions will be deferred until the Q&A session
- After the meeting:
 - Send questions to PEPH@niehs.nih.gov
 - A frequently asked questions (FAQ) sheet will be posted online in 1-2 weeks:
<http://tools.niehs.nih.gov/conferences/dert/rfa/index.cfm>



Meeting presenters & contact information

	<i>Institute</i>	<i>Phone</i>	<i>Email</i>
<i>Research program</i>			
Caroline Dilworth	NIEHS	(919) 541-7727	dilworthch@niehs.nih.gov
Bernadine Kuchinski	NIOSH	(513) 533-8511	BKuchinski@cdc.gov
<i>Peer Review</i>			
Sally Eckert-Tilotta	NIEHS	(919) 541-1446	eckertt1@niehs.nih.gov
<i>Grants Management</i>			
Carolyn Mason	NIEHS	(919) 541-1373	mason6@niehs.nih.gov
Mary Pat Shanahan	NIOSH	(412) 386-4453	mpu0@cdc.gov



Scientific/Research Program Presentation

Caroline Dilworth, PhD
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Partnerships For Environmental Public Health

Background



Partnerships for Environmental Public Health (PEPH)

- Development began in September 2007
- Builds upon the strengths of past and current programs
- Unified program to coordinate new and continuing activities in environmental public health
- Focus on research, communication, training and education, and evaluation
- Input from many stakeholders:
 - Request for Information (RFI) in November 2007
 - Workshop held June 30-July 31, 2008



PEPH program resources for applicants

- RFI summary document posted online at:
<http://www.niehs.nih.gov/funding/grants/announcements/peph/index.cfm>
- Workshop summary and PEPH Council presentation slides posted on the online meeting registration site:
<http://tools.niehs.nih.gov/conferences/dert/rfa/index.cfm>



NIOSH resources for applicants

- NIOSH: <http://www.cdc.gov/niosh/>
- NORA: <http://www.cdc.gov/niosh/nora/>
- OEP: <http://www.cdc.gov/niosh/oep/>
- Funding Opportunities:
<http://www.cdc.gov/niosh/oep/funding.html>



Research to Action: Assessing and Addressing Community Exposures to Environmental Contaminants

Purpose and scope



Purpose & goals

- Collect information on environmental/occupational exposure or exposure-related disease of concern to the community
- Use this new information to support public health action
- Evaluate the project's processes and/or outcomes
- Projects must be co-developed by scientists and community members



Intended environmental/occupational focus

Focus on environmental/occupational exposures/diseases that:

1. Have been identified by the community as a public health concern
2. Lack basic information on exposure levels, sources, and/or potential health effects, etc. (data needed for proposed public health action plan)
3. Pose a large public health burden, are emerging or re-emerging agents with potential widespread exposure, or an exposure that disproportionately affects the community at hand



Required elements

- Applications must include at least one environmental or occupational health research scientist and at least one member of a community-based organization (CBO)
- Current and previous NIEHS/NIOSH grantees must demonstrate one of the following:
 - 1) A new research-community partnership
 - 2) A new research question
 - 3) New data collection and public health action
- Applications must include a research component, a public health action component and an evaluation component



Definition of “research scientist in environmental or occupational health sciences”

- A person that can demonstrate a history of doing research that is specific to environmental or occupational health issues
- Such information should be provided in the biosketches for key personnel



Definition of “community-based organization”

- “Community-based organization” (CBO) or community group is broadly defined
- Does not need to be a formally recognized organization
- Could be an established community group or network of concerned citizens who have come together in common interest around a particular environmental or occupational health concern
- Must work directly and regularly with the broader community of individuals affected by the environmental or occupational exposure of interest
- Must be able to represent the interest and concerns of the affected community



Researcher-community partnership

- Applications must include information needed to evaluate the adequacy of partnership
- Required information is outlined in “Other Submission Requirements and Information”:
 - Define community(ies) of interest
 - Describe past and future interactions
 - Identify who from the community will participate in the project
 - Describe roles of the researcher(s) and community member(s) involved
- Include letters of support with grant application



The public health action plan

- Campaigns, programs, interventions and policies intended to elicit a change in behavior or practice that will lead to the prevention of disease and disability and promote the health of a population
- Examples include, but are not limited to:
 - Campaign to change individuals' behaviors that will lead to exposure reduction
 - Program to educate community health care providers about the health risks associated with a prevalent environmental exposure in their community
 - Local, regional or national strategy to raise policy maker awareness of the link between environmental/occupational exposures and adverse health outcomes



The evaluation plan

- Evaluate the project's processes and/or outcomes
- Reflect program goals and objectives
- Address the intended purpose, intended audience(s), duration and frequency of evaluation activities, cost, participation, and the expected product
- Resources for applicants:
 - Logic Model Development Guide by the W.K. Kellogg Foundation:
<http://www.wkkf.org/Pubs/Tools/Evaluation/Pub3669.pdf>
 - Evaluation slide presentation:
<http://tools.niehs.nih.gov/conferences/dert/rfa/index.cfm>



Review of Applications

Sally Eckert-Tilotta, PhD
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What to expect when you submit to NIH

- Applicant must register with **BOTH**
 - Grants.gov -- <http://www.grants.gov/>
 - NIH Commons -- <https://commons.era.nih.gov/commons>
- Grants.gov submission routed to NIH
- Once received by NIH, it will appear in NIH Commons
- If accepted for review, it is assigned to committee
- Applicant will receive e-mail notice when accepted by Grants.gov, NIH, and committee assignment
 - don't depend on the email notices



Once NIEHS receives the application

- Applications are reviewed administratively for responsiveness (Are all required elements present?)
 - Nonresponsive applications are returned
- Technical review by ad hoc committee of peer reviewers conducted at NIEHS
- Review information in NIH Commons
- Council concurrence in September 2009
- Funding decisions



Peer Review

- Ad hoc committee of peer reviewers with expertise in areas appropriate to the applications received
- Review criteria specified in RFA-ES-09-001
- Applications streamlined to identify those with the highest merit
- Best applications (approximately half) discussed at review meeting and receive a priority score
- Applicants receive Summary Statement
 - available in NIH Commons when released
- Contact info for program administrator is on first page of summary statement



Words to the wise

- Start early with Grants.gov and Commons
- Submitted version of your application should not be your first draft
- Good applications are specific and clear
- Good projects are good ideas, meet a demonstrated need, and conducted by investigators with appropriate expertise



Grants Management

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Resources for first-time applicants

- Getting to know NIH
 - <http://www.nih.gov>
- Office of Extramural Research
 - <http://grants.nih.gov/grants/oer.htm>
- Grant Application Basics
 - http://grants.nih.gov/grants/grant_basics.htm
- How to apply
 - http://grants.nih.gov/grants/how_to_apply.htm
- Peer Review Process
 - http://grants.nih.gov/grants/peer_review_process.htm
- Electronic Research Admin (eRA and NIH Commons)
 - <http://era.nih.gov>



Partnering with an organization new to NIH?

- What you need to know regarding:
 - Eligible organizations:
See Section III of RFA-ES-09-001
 - Human subjects research:
<http://grants.nih.gov/grants/policy/hs/index.htm>
 - Vertebrate Animal Research:
<http://grants.nih.gov/grants/olaw/olaw.htm>
 - Allowable Costs:
<http://grants.nih.gov/grants/policy/policy.htm>
 - Consortium Agreements:
http://grants.nih.gov/grants/policy/nihgps_2003/index.htm
 - Cost Principles:
<http://www.whitehouse.gov/omb/circulars>



Roles and responsibilities (1)

- **Applicant Organization:**
 - **Principal Investigator** – the individual designated by the applicant organization to be responsible for the scientific or technical aspects of the grant and for day-to-day management of the project or program
 - **Authorized Organizational Official** – is the designated representative of the grantee organization in matters related to the award and administration of its NIH grants and certifies that the applicant organization will comply with all applicable assurances and certifications referenced in the application and will be accountable both for the appropriate use of funds awarded and for the performance of the grant-supported project or activities resulting from the application
 - **Other Key Personnel** – individual(s) who contribute to the scientific development or execution of the project in a substantive way, whether or not salary is requested



Roles and responsibilities (2)

- Applicant Organization:
 - Consortium or Contractual Participant – is a separate legal entity with whom the applicant organization contracts for performance of a substantial and/or significant portion of the scientific or program activities proposed in the application
 - Consultant – is an individual or organization hired to provide professional advice or services for a fee, normally not as an employee of the hiring party



Roles and responsibilities (3)

- NIH staff:
 - **Scientific Review Administrator** - is responsible for reviewing applications for completeness and conformity to RFA, and is the point of contact with applicants during the initial phase of the peer review process
 - **Program Official** — is responsible for the programmatic, scientific, and/or technical aspects of the application
 - **Grants Management Officer** — is responsible for the business management and other non-programmatic aspects of the award process



Question & Answer session



What is the definition of “environmental exposure”? Would a study on “exposure X” fall within the scope of the RFA?

- Environmental exposure is broadly defined but must be an exposure that:
 - Has been identified by the community as potential public health issue
 - Is current, emerging or re-emerging exposure believed to be widespread or an exposure that disproportionately affects the community at hand
- Applicants should justify the relevance of the exposure of interest in the application
- Social environmental stressors must be considered within the context of one or more traditional environmental/occupational exposures



What is the definition of “community”?

- Population or group affected by, or with a shared interest in, environmental/occupational exposures and related health outcomes
- Populations may be defined by: geography; race; ethnicity; gender; age; occupation; religion; sexual orientation; disability, illness, or other health condition
- Applicants must be able to describe the relevant community or communities of interest using a set of tangible and explicit criteria
- See part II, section 4 of the RFA: “Other Submission Requirements and Information”



Partnerships For Environmental Public Health

Could a government organization, such as a local health department or school district, serve as the CBO partner?

- Short answer: yes
- Reviewers may question whether such organizations really represent the affected community of interest
- Responsibility of the applicant to justify in the grant application that the community partner meets requirements outlined for CBO/Community group partner



Are foreign institutions eligible to apply?

- No, foreign institutions are not eligible to apply
- See “Eligibility information” in RFA



Are domestic applications with a foreign component allowed?

- Short answer: yes
- NIH policy requires that any project with a foreign component must demonstrate the project:
 - Presents special opportunities for furthering research that are not readily available in the US
 - Has the potential to significantly advance the health sciences in the US.
- Need to demonstrate direct influence environmental public health in the US
- Additional information on this NIH policy:
http://grants.nih.gov/grants/policy/nihgps_2003/NIHGPS_Part12.htm#_Toc54600260



Partnerships For Environmental Public Health

Other questions?